

LOS ALAMITOS UNIFIED SCHOOL DISTRICT
Office of the Personnel Commission
10293 Bloomfield St.
Los Alamitos, California 90720

PERSONNEL COMMISSION
MINUTES OF THE REGULAR MEETING

ADOPTED
June 7, 2023

1. The meeting was called to order by Commissioner Boyer at 4:00pm.
2. Mitchell Banales led the Pledge of Allegiance.

3. Commissioners Present

Kimberly Baldwin
Virginia Wilson
David Boyer

Staff Present

Joe Fraser
Ryan Weiss-Wright
Kaylie Grebeck

4. Community/Staff Participation in Open Session and Non-Agenda Items: Classified employees Esmeralda Cruz, Food Service Assistant I, Bonnie Mauler, Food Service Assistant III, Elizabeth Jones, Food Service Assistant III, Franca Hall, Food Service Assistant III and Christine Stiller, Media Center Aid, all joined the Personnel Commission meeting to discuss some issues that have occurred over the 2022/2023 school year. They shared that they have spoken with CSEA representatives, Mitch Banales and Elliott Keegan, about the extra hours that they have consistently worked over the course of the school year and believe that per the Personnel Commission Rules and Regulations 60.200.4 their assignment should be changed to reflect the longer hours.

CSEA Representatives, Mitch Banales and Elliott Keegan, shared that they are here to support their union members and are looking to the Personnel Commission for help in resolving these issues.

Classified Employee, Daniel Salas, Head Custodian at Oak Middle School shared that he will be retiring on August 4th. He shared that he is honored to have known the Commissioners and Board Members and will always view Los Alamitos USD as family.

5. Commissioner Comments: Commissioner Boyer thanked all of the employees for all that they do and appreciate them coming to the meeting to share their experiences and give the District the opportunity to correct issues. He stated that the Commissioners will defer to Dr. Fraser and Dr. Weiss-Wright to discuss the issues during closed session and that this topic can be further investigated and added to the agenda for a future meeting to resolve. Commissioner Boyer also mentioned that the past few years have been very challenging and that we appreciate everyone's patience and kindness. Commissioner Boyer unfortunately was not able to attend the high school graduation, but mentioned that he loves seeing the final product of everyone's hard work.

Commissioner Baldwin thanked all of the employees for coming to the meeting and bringing the issues to the Personnel Commission's attention. She also mentioned that her son has promoted to Los Alamitos High School.

Commissioner Wilson expressed how interesting it is to see the number of applications we receive versus the number of applicants eligible to test. The number of applications we receive is starting to improve after a difficult year of recruiting.

The Commissioners thanked Dr. Joe Fraser for all of his hard work and commitment over the past few years and wished him the best of luck with his new role. The Commissioners also welcomed Dr. Ryan Weiss-Wright to the Personnel Commission meeting and look forward to working with him.

6. Approval of the Minutes of the May 3, 2023, Regular Meeting:
MSC Baldwin – Yes / Wilson – Yes / Boyer – Yes. Vote 3-0
7. Personnel Director's Report and Review of Open Job Postings: Dr. Fraser introduced Dr. Ryan Weiss-Wright as the new Assistant Superintendent of Human Resources and shared that Dr. Weiss-Wright's first official day in his new role will be July 1st. Dr. Fraser provided an update on all recent hires. Delia Olivas was selected as Clerical Assistant II in CDC. There were also a few promotions throughout the district: Lillian Ford-Patterson was promoted to K-16 Key Personnel, Nicholas Callanan was promoted to Custodian at Los Alamitos High School, Tina Fenner was promoted to School Office Coordinator at Rossmoor. Cintia Macias was promoted to Preschool Lead in the CDC, and Lindsey Bettencourt was promoted to EDCC Supervisor at McAuliffe.

The Classified Personnel Department is currently working on the following recruitments: Instructional Assistant-Special Education, Counseling Assistant, Instructional Assistant-Early Childhood Education, Instructional Assistant-Media & Tech, Instructional Assistant-Math & Science, High School Secretary I, Bus Driver and EDCC Assistant.

Dr. Fraser reminded the Personnel Commission of upcoming events: New Hire Luncheon on July 26th and the CSPCA Annual Conference will take place March 3-5 in Monterey. The next PC Meeting will be July 12, 2023 in the Board Conference Room.

CONSENT

- 8.a. Ratification of the Bus Driver Eligibility List.
MSC Wilson – Yes / Baldwin – Yes / Boyer – Yes. Vote 3-0.
- 8.b. Ratification of the K-16 Key Personnel Eligibility List.
MSC Wilson – Yes / Baldwin – Yes / Boyer – Yes. Vote 3-0.
- 8.c. Ratification of the School Office Coordinator Eligibility List.
MSC Wilson – Yes / Baldwin – Yes / Boyer – Yes. Vote 3-0.
- 8.d. Ratification of the Extended Day Care Center Supervisor Eligibility List.
MSC Wilson – Yes / Baldwin – Yes / Boyer – Yes. Vote 3-0.

8.e. Ratification of the Instructional Assistant- Special Education Eligibility List.

MSC Wilson – Yes / Baldwin – Yes / Boyer – Yes. Vote 3-0.

8.f. Ratification of the Custodian Eligibility List.

MSC Wilson – Yes / Baldwin – Yes / Boyer – Yes. Vote 3-0.

8.g. Ratification of the Preschool Lead Eligibility List.

MSC Wilson – Yes / Baldwin – Yes / Boyer – Yes. Vote 3-0.

8.h. Ratification of the Licensed Vocational Nurse Eligibility List.

MSC Wilson – Yes / Baldwin – Yes / Boyer – Yes. Vote 3-0.

ACTION

9. Approval of renewal of membership in Personnel Commissions Association of Southern California (PCASC) for the 2023 – 2024 school year at a cost of \$100.00

MSC Wilson – Yes / Baldwin – Yes / Boyer – Yes. Vote 3-0.

Discussion: Commissioner Baldwin asked for the contact on the invoice to be updated to Dr. Weiss-Wright.

10. Approval of the renewal invoice for Insight Enterprise (NEOGOV) for the 2023-2024 school year at a cost of \$8,036.32.

MSC Wilson – Yes / Baldwin – Yes / Boyer – Yes. Vote 3-0.

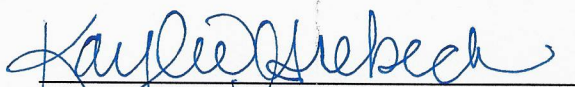
Discussion: Commissioner Boyer asked for clarification on what NEOGOV is used for. Kaylie Grebeck explained that NEOGOV is the program we use to accept applications and facilitate the recruitment process.

11. Closed Session: Employee Discipline, Dismissal, Release and Complaint (Government Code 54957)
None.

13. Open Session: Report of Closed Session Action, if any:
No Action Taken.

14. Adjournment: Commissioner Boyer adjourned the meeting at 4:56pm.

Respectfully submitted,



Kaylie Grebeck

06/07/2023